



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION
CAREER EDUCATION – ADULT EDUCATION AND LITERACY

CLASS SCHEDULE

PROGRAM NAME:

COUNTY-DISTRICT CODE (COLLEGE CODE):

Class Code	Name of Class	Type Of Location	School District Name	Time of Class	Number of Hours Per Week	Days of Class {M-F}

INSTRUCTIONS:

1. Program Name: Name of facility. (i.e.: Parkway, State Fair Community College)
2. County-District Code (College Code): County and District code assigned by DESE. (i.e.: St. Louis 115-115)
3. Classcode: Last 4 digits of the 10-digit classcode assigned by the program. (i.e.: “-0004”)
4. Name of Class: (i.e.: Salvation Army)
5. Type of Location: Type of facility from list below. (i.e.: 7 = Worksite. 1 = Elementary/Secondary School)
6. School District Name: Name of school district. (i.e.: Scott City R-I)
7. Time of Class: Time classes held. (i.e.: 9:00 a.m. – 11:00 a.m.)
8. Number of Hours Per Week: Number of hours classes held per week. (i.e.: 10)
9. Days of Class: Day(s) classes held. (i.e.: M,T,W,Th,F; M-W; T-TH)

TYPE OF LOCATION:

- | | |
|-----------------------------------|------------------------------------|
| 1. Elementary/Secondary School | 10. Probation & Parole |
| 2. Community College | 11. Even Start/Family Literacy |
| 3. 4-Year College | 12. One-Stop Center |
| 4. Housing Authority | 13. Local Correctional Institution |
| 5. Mental Health Institution | 14. Nursing Home |
| 6. State Correctional Institution | 15. Job Corps |
| 7. Work Site | 16. Distance Learning |
| 8. Library | 17. Faith-Based Organization |
| 9. Community-Based Organization | |